



**CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT
Integrated Planning & Budget Model (IPBM)
Facilities Committee Meeting**

Meeting Minutes No: 29

Recorded by: Donna Alaoen

Location: District Office
7600 Dublin Blvd, Third Floor
Conference Room #1
Dublin, CA 94568
Date: November 30, 2018

Persons Present:

Committee Members

- Owen Letcher, Co-Chair, Administrator at Large
- Bob Buell, Co-Chair, Chabot College Faculty Assn
- Zahra Noorivaziri, Co-Chair, SEIU 1021 Clsfd Union
- Matt Kritscher, Core Rep. Administrator
- Dale Wagner, Core Rep. Administrator
- Diane Brady, Core Rep. Administrators
- Nan Ho, Core Rep, Administrators
- Walter Blevins, Administrator at Large
- Mark Stephens, Shared Governance
- Michael Ansell, Shared Governance
- Tina Inzerilla, Shared Governance
- Kirti Reddy, Shared Governance
- Wanda Wong, Chabot College Acad Senates
- Vacant, Las Positas College Acad Senates
- Heike Gecox, Las Positas College Faculty Assn
- Jeff Drouin, Chabot College Faculty Assn
- Cynthia Fracisco, District Clsfd Senate
- Todd Steffan, Las Positas College Clsfd Senate
- Christine Herrera, Chabot College Clsfd Senate
- Vacant, Chabot College Associated Student
- Vacant, Las Positas College Associated Student

Present	Not Present
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By phone

Other Present

- Ann Kroll – Chabot College, Program Manager
- Dave Fouquet - Chabot College, Faculty
- Pandora Lam, Chabot College Student Senate
- Akali Moju, Las Positas Student Senate
- Aleksandra Stashkova, Las Positas Student Senate
- Amir Law - Las Positas College, Dean

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1. CALL TO ORDER

Owen Letcher, Committee Co-Chair, called the meeting to order at 12:33 p.m.

2. REVIEW, DISCUSSION AND APPROVAL OF MEETING MINUTES

It was moved by (Heike Gecox), seconded by (Mike Ansell), and passed that the minutes of the September 28, 2018 (No. 27) meeting with minor revisions.

3. CONTINUE DISCUSSION: 2018 FACILITIES MASTER PLAN UPDATE – Owen Letcher

Vice Chancellor Owen Letcher reports to the committee that MIG is currently working on finalizing the facilities master plan. The cost estimates for both Chabot College and Las Positas College have been submitted by MIG. Chabot discussed the FMP project order options and identified. We hope to distribute the facilities master plan before the holiday break or the week after the holiday for review. The plan remains to have the plan available to the campus for their comments for 6 weeks. The campuses will continue moving forward with their projects. Las Positas College has their first project architectural qualifications back and currently being reviewed. Chabot College has their first project architectural qualifications are due back by January 10th, 2019.

4. AIR QUALITY INDEX AND GUIDELINES FOR SCHOOLS – Owen Letcher

Vice Chancellor Owen Letcher informs the committee regarding the air quality index and guidelines for schools due to last week's school closure and the effects the fire had around the area. Early in the week during the fires, the District reduced outdoor activities as they continued to monitor the air quality indicators on the Bay Area Air Quality Management District website. According to BAAQMD, its recommendation was to restrict activities when air quality reaches 150. When the decision was made to close the colleges and the District, the air quality was 186 – 192. The forecast predicted the air quality to worsen for the next two days which lead to the decision to close all campuses and the District office. When the campuses were reopened on Monday, November 19th, the air quality was between 150 – 165 with the forecast prediction for air quality to get better for the next 2-3 days. This information lead to the decision to reopen the campuses as it appeared that the air quality was improving. Various conversations occurred at the executive level to define what parameters would be used to make these type of decisions. The indicators are as follows: 100 – 130 (close outside air dampers and outside air louvers) and 150 (restrict outside activities). BAAQMD does not have hard rules regarding closure of facilities. The recommendation was made that if the air quality was bad with forecast projections to continue to worsen that the campus would close until the air quality would return to stable conditions.

Ms. Tina Inzerilla comments that the students felt that they were excluded from the decision to close and reopen the campuses and the District. The students gathered together and signed a petition for that matter. She also asked if all 3 facilities were required to be closed at the same time if the conditions varied from location to location. Mr. Dave Fouquet states the Peralta Community College District did not have all campuses closed at the same time and each campus was closed depending on the air quality indicator. Vice Chancellor Letcher states that according to Title V, the college is required to have 175 days of instructional hours. This information was used in the consideration of the campus closures and reopening due to the fact that we would be faced with yet another decision on when to make up those days to ensure we meet the requirement of instructional hours per Title V.

The question was asked if we as a District would be coming up with a standard that would allow us to make the Decision to open or close the campuses in situations like this. Vice Chancellor Letcher responds that it would be hard to come up with a standard number due to fact that the air quality in the Bay Area does peak out at 200 in February. Other Districts do have a standard number such as San Mateo Community College District which have set their number at 151. Mr. Jeff Drouin informs the committee that the NCAA has set a recommended number at 200. He also mentioned that there is a sensor in Hayward and one in Livermore that monitors air quality. What is the likelihood of the campuses installing a sensor at each campus? Mr. Walt Blevins comments that M&O is working on the possibility of installing sensors. Sensors will allow in gathering data point, but will not provide content of particulates. The M&O department is working with a vendor to install a sensor that ties into the mechanical units that will allow air ventilation to close when the levels reach a certain number. Mr. Jim Yoke updates the committee regarding the Emergency Plan which is in draft form that will include language to address this issue.

Mr. Matt Kritscher recommends formation of a subcommittee to come back with a plan to help establish these levels so that it can be used when making decisions regarding closures of campuses and the District. Mr. Dale Wagoner suggests that we wait for the final draft of the Emergency Preparedness Plan to review the draft and make additional suggestions and possibly create a subcommittee that would assist in further discussions of such items.

5. ADJOURNMENT

The meeting adjourned at 1:29 pm.

Next meeting: Friday, January 25, 2019 – District Office – 12:30 PM to 1:30 PM

6. FUTURE AGENDA ITEMS

- Draft of Scheduled Maintenance Request Form
- Glossary of Terminology Terms
- Small Projects Prioritization Process
- Climate Action Plan
- Info dissemination to campus facilities committees - clarification of Information Items and Action Items to report back to better connect Campus and District Facilities - share info back to campus facilities committees